

Tips for Success



Grantsmanship
Workshop

Feb 8-9



How to Begin...

Check Website: www.csrees.usda.gov

Link to: "Funding Opportunities"



CSREES
INTEGRATED
PROGRAMS



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- ▶ Education
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- ▶ Food, Nutrition, & Health
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- ▶ Pest Management
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Cooperative State Research, Education, and Extension Service

CSREES advances knowledge for agriculture, the environment, human health and well-being, and communities through national program leadership and federal assistance.



In the News

[More](#)



CSREES funds study on how workplace climate affects breast-feeding habits



CSREES awards \$10 million to sequence the swine genome



Partners Video Magazine highlights CSREES' National Research Initiative



Successful transition to organic production shows planning works

Funding Opportunities

- National Research Initiative
- Small Business Innovation Research
- More...

- Request for Applications (RFAs)
- Grant Application Forms

More Quick Links

- Local Extension Office
- Jobs and Opportunities
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- CSREES Staff Directory
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Funding Opportunities



Funding Opportunities

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FAQs

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Quick Links

Choose one:

Integrated Research, Education, and Extension Programs

CSREES Integrated Programs provide support for integrated research, education, and extension activities. Integrated, multi-functional projects are particularly effective in addressing important agricultural issues through the conduct of problem-focused research that is combined with education and extension of knowledge to those in need of solutions. These activities address critical national, regional, and multi-state agricultural issues, priorities, or problems. Integrated Programs hold the greatest potential to produce and disseminate knowledge and technology directly to end users while providing for educational opportunities to assure agricultural expertise in future generations. See individual program Requests for Applications for additional information about the topics.

Special Notation

[More Integrated Programs Information](#)

Who Is Eligible to Apply

- [Other or Additional Information](#) (See below)

More Information on Eligibility

Please see individual program RFAs for Details.

[Request for Application \(RFA\)](#) | [Apply](#) | [Abstracts of Funded Projects](#)

Solicitation Date (Opening)	TBD
Letter of Intent Due Date	None
Due Date (Closing)	TBD
Anticipated Award Date	TBD
Estimated Total Program Funding	\$0.00
Range of Awards	Unavailable
Percent of Applications Funded Last Fiscal Year	0%
Cost Sharing Requirements	See individual program RFAs.
For More Information Contact	Deborah Sheely
Funding Opportunity Number	Varies
CFDA Number	10.303 Integrated Programs
Contact for Electronic Access Problems	webcomments@csrees.usda.gov





Funding Opportunities



More Funding Information: Integrated, Research, Education, and Extension Programs

Program Details:

- [Program Synopsis](#)
- [Topic Areas](#)

Applicant Resources:

- [How to Apply](#)
- [Competitive Funding Opportunities Workshop](#)
- [General Grant Writing Tips for Success](#)
- [Tips for Developing and Implementing Integrated Projects](#)

Results and Impacts:

- [Active Projects](#) - Please use the link to "Abstracts of Funded Projects" provided on the Funding Opportunities page for each program.

Reviewer Information:

- [Directions to Waterfront Centre](#)
- To be considered as a potential reviewer, please send an email message with your contact information and area(s) of expertise to: newreviewer@csrees.usda.gov.

Others:

- [Indirect Cost Limitation](#)
- [Grants.gov](#)

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Last Updated January 19, 2006

www.csrees.usda.gov/funding/funding/integrated.html

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Funding Opportunities



More Funding Information: Integrated, Research, Education, and Extension Programs

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- [How to Apply](#)
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Tips for Developing and Implementing Integrated Projects

This tip sheet was developed as a resource to help applicants develop and implement Integrated Projects. It should be used as an additional resource to the "General Grant Writing Tips for Success" document.

CSREES competitive programs define "Integrated" as bringing together the three components of the agricultural knowledge system (research, education, and extension) around a problem or issue.

- **Research activity** means a scientific investigation or inquiry which results in the generation of knowledge.
- **Education Activity** means formal classroom instruction, laboratory instruction, and practicum experience in the food and agricultural sciences and other related matters such as faculty development, student recruitment and services, curriculum development, instructional materials and equipment, and innovative teaching methodologies.
- **Extension Activity** means a series of educational activities with identified learning objectives that deliver science-based knowledge to people outside of the traditional classroom, enabling them to make practical decisions.

The following tips are intended to aid in the process of developing and implementing Integrated Projects:

Project Area Identification:

- Aim for high potential impact and significant public benefit for agriculture, the environment, human health and well being, and communities
- Address current data/knowledge gaps
- Identify those who will be benefited/affected by this project
- Identify goals and possible positive outcomes by evaluating short, intermediate, and long term results
 - Short term – *Learning* (awareness, knowledge, attitudes, skills, opinions, aspirations, motivations)
 - Intermediate – *Action* (behavior, practice, decisions, policies, social action)
 - Long term – *Conditions* (social, economic, civic, environmental)
- Match the problem to an appropriate funding opportunity within CSREES programs

Team Building:

- Build a synergistic collaboration representative of the integrated approach
- Design an interdisciplinary team and clearly identify the roles and responsibilities of each team member
- Build on existing partnerships while allowing new alliances to be formed
- Include collaborators that are trusted by and representative of the stakeholder community

General Grant Writing Tips for Success

This tip sheet was developed to aid in the preparation of competitive grant proposals. For applicants preparing an Integrated Proposal, please also refer to the "Tips for Developing and Implementing Integrated Projects" document.

Developing the Proposal:

- Read the RFA
- Develop idea to fit within program priorities
 - consider eligibility
 - consider relevance, review criteria
- Write project description for particular program, reviewers, review process, etc.
- Describe all elements if project is integrated
- Complete all paperwork, get signatures
- Submit on time

Improving the Proposal:

- Obtain a successful proposal from a successful colleague
- Review abstracts of recently funded projects in the programs of interest
- Obtain critical reviews from colleagues before you submit
 - Ask a colleague in your research area to review the proposal for clarity and logic, including scientific methodology
 - Ask a colleague outside your research area to review the proposal for clarity, logic, and significance
- High risk proposals need high potential impact - need to sell it but admit risk

Successful Proposals:

- Excite the reviewers
- Are easy to read and understand
- Have an appropriate literature review
- Have clear rationale & objectives that fit program priorities
- Clearly stated hypotheses or research questions – for research proposals
- Have specific objectives, methods, work plan, etc. for research, education, and extension components – for integrated proposals
- Have well-communicated importance of topic and potential contributions of work
- Contain a detailed project description - methods, sample selection, analysis, etc.
- Have a discussion of expected outcomes
- Address potential pitfalls, including short-comings of data and amelioration plans
- Contain a good plan for dissemination of results
- Appropriate expertise of the Project Director(s)
- Critically reviewed by colleagues before submission
- Follow the submission rules!!!

How to Begin...

Identify available programs

Relevance, eligibility, deadline dates

Obtain and read program materials

Contact the National Program Leader
with questions, especially about the
fit to program priorities!

Then...

Begin with the end in mind

Know what you want to achieve and why

What agricultural issue are you trying to address?

How will your project help address the issue?

How will you evaluate the impact of your project? Ask yourself "So What?"



What is Impact?

Impact is the quantifiable difference a project makes in the quality of life for clients, citizens, or stakeholders.

In other words, what will be different as a result of your project?



Potential Outcomes/Impacts

Long-Term *Conditions*

Human
Economic
Civic
Environmental

Medium *Action*

Behavior
Practices
Decisions
Policies
Social Action

Short-Term *Learning*

Awareness
Knowledge
Skills
Opinions
Aspirations

Project Activities (Outputs)

What are the project activities that will lead to the desired impact(s)?

- Do they include research?
- Do they include extension?
- Do they include education?



Developing the Project

Timing: Begin early

- Building relationships
- Writing your proposal
- Submitting the proposal to your institution for sign-off

Develop a timetable based on the deadline for proposal submission

Relationships are Key



Project Team

Build a team that represents the integrated approach

Build on existing partnerships while allowing new alliances to be formed



Relationships are Key



Project Team

Include collaborators that are trusted by and representative of the stakeholder community

Build an interdisciplinary team and clearly identify the roles and responsibilities of each team member



Relationships are Key



Essential Elements of Successful Teams

- Mutual Respect
- Trust
- Follow through on Actions
- Effective Communication
- Flexibility
- Shared Values
- Allocation of Resources among Functions and Participating Institutions

Relationships are Key



Stakeholders

Substantial involvement by stakeholders will help to ensure true integration

Include them in identifying the issue, developing the project, and evaluating progress



Relationships are Key

Stakeholders

Maintain regular and effective communication

Consider creating a stakeholder advisory committee



Identify the Issue

Aim for high potential impact and significant public benefit

Include relevant stakeholders

Match the issue to an appropriate funding opportunity within CSREES

Develop a Strategic Response



Research: What are the knowledge gaps?

Extension: How will you reach those who need the information?

Education: How will you train the next generation?



Writing the Proposal

All team members should be involved from the beginning

Represent all project functions (research, extension, education) in one or more project objectives

Identify and allocate expenses for all project activities



Writing the Proposal

Clearly identify the stakeholder community and their involvement in the project

Include letters of support when appropriate

Address the funding program's evaluation criteria as stated in the RFA



Writing the Proposal

Take care in writing the project summary

It should be well-worded and concise

It is the only part of your proposal that most reviewers will see

Use it to generate interest in your proposal by *all* panelists



Writing the Proposal

Project Management Plan

Roles of team members are clearly stipulated:
lead institution, etc.

Administrative and management strategies
clearly articulated

Writing the Proposal

Project Management Plan

Transparency in budget issues

Realistic agenda and timeframe for delivery of products

Effective coordination and communication

Writing the Proposal

Project Evaluation Plan

Suitable and feasible methods for evaluating success of project activities

How will you determine whether this project is effective?

Who will be involved in the project evaluation?

At what intervals will evaluation take place?

General Tips

Read the RFA

Develop idea to fit within program priorities

Consider eligibility

Consider relevance, review criteria

Review abstracts of recently funded projects in the programs of interest

“Funding Opportunities” web pages

CRIS – <http://cris.csrees.usda.gov>

General Tips

Write project description for particular program, reviewers, review process, *etc.*

If integrated project, all functions described

Complete all paperwork, get signatures

Submit on time



General Tips

Ask successful colleagues for copies of their funded proposal(s)

Obtain critical reviews from colleagues before you submit

High risk proposals need high potential impact
Need to sell it but admit risk



Successful Proposals

Engage the reviewers

Easy to read and understand

Appropriate literature review

Clear rationale & objectives that fit program priorities



Successful Proposals

Clearly stated research questions and learning objectives

Well-communicated importance of topic and potential contributions of work

Detailed project description – research methods, educational program delivery, instructional materials development, etc.

Successful Proposals

Discussion of expected impacts

Discussion of potential pitfalls, including plans to address them

Good plan for dissemination of results and use of research results in educational programs



Successful Proposals

Critically reviewed by colleagues before submission

Used feedback from previous panel reviews to strengthen the proposal

Followed the submission rules!!!



Reasons for Lower Ratings

Project of little or no relevance to published program priorities

Insufficient preliminary data or evidence from literature

Poorly written, unclear objectives or hypotheses

Poor record of results (e.g., publications) from previous funding

Reasons for Lower Ratings

Experiments or objectives not cohesive, different functions aren't integrated

Low scientific merit, basic flaws in logic, demonstrates lack of scientific understanding

No hypotheses, research questions, or learning objectives

Reasons for Lower Ratings

Not innovative; little new information gained

Inappropriate methods or methods too vague

Poor evaluation plan to measure impacts

Not as exciting as other proposals (*i.e.*, worth funding, but ran out of funds)



After the Review Process



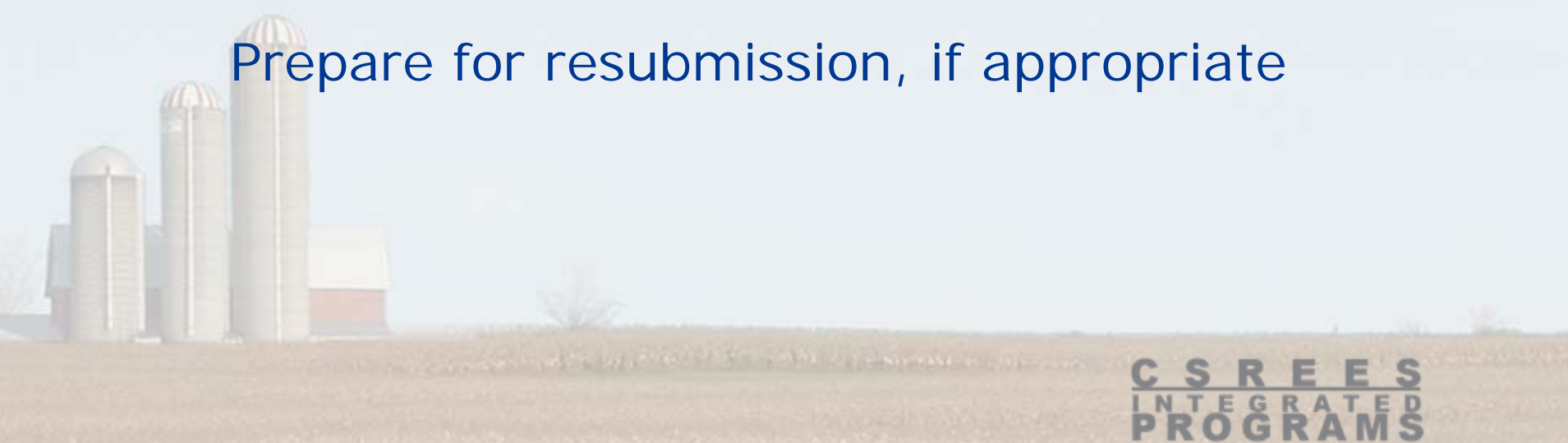
Decline Follow-up

Carefully read the panel summary and reviews

Understand your proposal's relative ranking

If you have questions, contact the Panel Manager or the National Program Leader

Prepare for resubmission, if appropriate



After the Review Process



Decline Follow-up

Resubmission of “Fundable” proposals is encouraged

Guidance regarding resubmission of “Low Priority” proposals is indicated in the Panel Summary

If you have a problem, please contact us first!



Volunteer to Review

Become an Ad hoc Reviewer or a Panel Member

Add your contact information and technical expertise to our Reviewer database

Send an email to:

newreviewer@csrees.usda.gov

Contact the NPL and/or current Panel Manager and express interest in reviewing

Electronic Submissions

Being Piloted Now

Required Soon!

DUNS # and CCR registration required

Allow additional time for unexpected problems encountered with electronic submissions

